



# **Warehouse Transfer Process Defense Property Accountability System (DPAS) Warehousing Application**

United States Marine Corps  
Individual Issue and Unit Issue Facility  
(IIF and UIF)

Implementation Training Course

William V. Richardson Jr. and John T. Barrera

# Purpose

- Used to transfer inventory between warehouses.
- This includes all warehouses within a Logistics Program



# Situation

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You are the Site Coordinator at the Distribution Center (DC). The Warehouse Officer has directed you to transfer an item from the DC to the Initial Issue Facility (IIF). Using the Warehouse Process, accomplish t



# Warehouse Transfer Process

The screenshot shows the DPAS Warehouse Management interface. The top header includes the DPAS logo, the text "Warehouse Management", and "DPAS Warehousing Home Page". Below this is a navigation bar with "User Id: RICHARDSONW", "Warehouse: NCR DC", and "Open Warehouse Actions (358)". The main navigation menu includes "MyDPAS", "Catalog Mgmt", "Materiel Mgmt", "AIT Mgmt", "Customer Mgmt", "Warehouse Mgmt", "Master Data Mgmt", "Inquiries", "History Inquiries", and "Report Manager". A "Menu" search bar is also present. The "Materiel Mgmt" dropdown menu is open, showing options like "Receiving", "Materiel Release Order", "Disposition", "Warehouse Transfer", "Materiel Movement", "Transportation", "Quality Control", "Individual", "Armory", "Unit", "Inventory Update", "Replenishment", "Physical Inventory", "Project Mgmt", "Set Kit Outfit", and "Allocation Mgmt". The "Warehouse Transfer" option is highlighted with a red arrow. The "Message of the Day" section displays a welcome message: "WELCOME TO THE NEXT ADVANCEMENT IN A WAREHOUSE MANAGEMENT MODULE". A yellow circle with the number "1" is placed over the "Warehouse Transfer" option in the dropdown menu.

Navigate to **Materiel Mgmt** then:





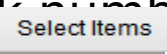
1. Click Warehouse Transfer.

# Warehouse Transfer Process

The screenshot displays the 'Warehouse Transfer Requests' interface. At the top, there is a 'Search Criteria' section with fields for Document Nbr, Item Desc, Reportable Commodity Type, Stock Nbr, Warehouse To, and Document Status. A search button is located below these fields, marked with a red arrow and a yellow circle labeled '1'. Below the search criteria is a table of 'Warehouse Transfer Requests' with columns for Warehouse To, Document Nbr, Stock Nbr, Item Desc, Ordered Qty, Approved Qty, Denied Qty, BackOrder Qty, Shipped Qty, and Processing. The table contains two rows of data. Below the table is the 'Add Warehouse Transfer Requests' form. This form has several fields: 'To Warehouse' (a dropdown menu marked with a red arrow and a yellow circle labeled '2'), 'Expected Delivery Date' (a date field with a calendar icon marked with a red arrow and a yellow circle labeled '3'), 'Remarks' (a text area), 'Stock Number' (a text field with a browse button marked with a red arrow and a yellow circle labeled '4'), and 'Select Items' (a button marked with a red arrow and a yellow circle labeled '5'). Below the 'Select Items' button is a table with columns for ICN, Serial Nbr, Shelf Life Remaining, Qty, Location, Container, Owning DoDAAC, Prj Cd, and Cond Cd. At the bottom of the form is a 'Container ID' field and 'Add' and 'Cancel' buttons.

Warehouse To	Document Nbr	Stock Nbr	Item Desc	Ordered Qty	Approved Qty	Denied Qty	BackOrder Qty	Shipped Qty	Processing
NCR IIF	M9836450282006	8470015475915	CARRIER, ENHANCED S-SAPI BALLISTIC	5	0	0	0	0	Pending
NCR IIF	M9836450702001	4240014925720	GOGGLES ESS	1	0	0	0	0	Pending

ICN	Serial Nbr	Shelf Life Remaining	Qty	Location	Container	Owning DoDAAC	Prj Cd	Cond Cd
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1. Click .
2. Click the  and select the **To Warehouse**.
3. Click the  icon to select an **Expected Delivery Date**.
4. Input the **Stock Number** or click the  to browse and select a stock number.
5. Click  to display the Inventory Selection form.

# Warehouse Transfer Process

Instructions

Search Criteria

Scan Barcode [Click here to scan](#) ICN S/N U/I

Stock Nbr 8465011150026 # ICN All

Min Qty Rqd # Location All

Cond Cd All Serial Nbr All

Additional Info

Search Reset Cancel

Available Inventory Selected Inventory

Total Qty	Stock Nbr	Allocation Qty	Inventory Allocation Qty	Available Qty
4,048	0	0	0	4,048

Inventory Selection Grid Options

Select All	Selected Qty	Qty	Reserved Qty	Available Qty	ICN	Serial Nbr	Shelf Life Remaining	Expiration Dt	Cond Cd	Location Id	Cor
<input type="checkbox"/>	10	280	0	270	B0000000000001557037				A	W09008	
<input type="checkbox"/>	0	99	0	99	B0000000000001557037				A	W03003	
<input type="checkbox"/>	0	199	0	199	B0000000000001557037				A	W01018	
<input type="checkbox"/>	0	480	0	480	B0000000000001557037				A	W02009	
<input type="checkbox"/>	0	500	0	500	B0000000000001557037				A	W07018	
<input type="checkbox"/>	0	480	0	480	B0000000000001557037				A	W08002	
<input type="checkbox"/>	0	219	0	219	B0000000000001557037				A	W08014	
<input type="checkbox"/>	0	1,044	0	1,044	B0000000000001557037				A	W17003	
<input type="checkbox"/>	0	402	0	402	B0000000000001557037				A	W19010	
<input type="checkbox"/>	0	200	0	200	B0000000000001557037				A	W04001	

Total: 4,048

10 items per page 1 - 10 of 13 items

Take Selected

1. Input the quantity for selection.

2. Click

❖ You can select quantities from multiple locations.

# Warehouse Transfer Process

Instructions

Search Criteria

Document Nbr  ... # Stock Nbr  All ...

# Item Desc  All Warehouse To  All

Reportable Commodity Type  All Document Status  All

Display All Statuses ☐

**1**

Warehouse Transfer Requests

	Warehouse To	Document Nbr	Stock Nbr	Item Desc	Ordered Qty	Approved Qty	Denied Qty	BackOrder Qty	Shipped Qty	Processing Status
<input type="button" value="Print 1348"/>	NCR IIF	M9844551582000	8465011150026	CANTEEN, WATER	10	10	0	0	0	In Process
<input type="button" value="Ship"/>	NCR	M9836450262006	8470015475915	CARRIER, ENHANCED S-SAPI BALLISTIC	5	0	0	0	0	Pending

**2**

Comment

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
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1	2	3	4	5	6	7	8	9	10	11	12											



# Warehouse Transfer Process

The screenshot displays the 'Ship Warehouse Transfer' dialog box and the 'Warehouse Transfer Requests' table. The dialog box has a 'Ship Document' tab with a dropdown menu for 'Location' (labeled 1), a text input for 'New Location' (labeled 2) with a selection button, and 'Ship' and 'Cancel' buttons (labeled 3). Below the dialog is the 'Warehouse Transfer Requests' table, which has search criteria fields for 'Document Nbr', 'Item Desc', 'Reportable Commodity Type', 'Display All Statuses', 'Stock Nbr', 'Warehouse To', and 'Document Status' (labeled 4). The table lists several requests with columns for Warehouse To, Document Nbr, Stock Nbr, Item Desc, Ordered Qty, Approved Qty, Denied Qty, BackOrder Qty, Shipped Qty, and Processing Status.


	Warehouse To	Document Nbr	Stock Nbr	Item Desc	Ordered Qty	Approved Qty	Denied Qty	BackOrder Qty	Shipped Qty	Processing Status
▶	NCR IIF	M9836450282006	8470015475915	CARRIER, ENHANCED S-SAPI BALLISTIC	5	0	0	0	0	Pending
▶	NCR IIF	M9836450702001	4240014925720	GOGGLES ESS	1	0	0	0	0	Pending
▶	NCR IIF	M9836450702002	4240014925720	GOGGLES ESS	5	0	0	0	0	Pending
▶	NCR IIF	M9836450282007	4240014925720	GOGGLES ESS	15	0	0	0	0	Pending
▶	NCR IIF	M9836450562000	8465015158453	ILBE - HYDRATION SYSTEM	1	0	0	0	0	Pending

1. Click to select Location. Items can be shipped in a Container.
2. Input the location or select the button to select from a list of locations.
3. Click to complete the process. (Step 4 allows for re-search of the document)
4. Input the **Document Nbr**, check the **Display All Statuses** box, and click .



# Warehouse Transfer Process

**DPAS** Warehouse Management Warehouse Transfer

User Id: RICHARDSONW Warehouse: NCR DC Open Warehouse Actions (358) 

Home Links Contact Us Log Out

MyDPAS Catalog Mgmt Materiel Mgmt AIT Mgmt Customer Mgmt Warehouse Mgmt Master Data Mgmt Inquiries History Inquiries Report Manager

Menu

Instructions

Search Criteria

Document Nbr M9844551582000 Stock Nbr All

Item Desc All Warehouse To All

Reportable Commodity Type All Document Status All

Display All Statuses ☒

Search Reset

Warehouse Transfer Requests + Add Grid Options

	Warehouse To	Document Nbr	Stock Nbr	Item Desc	Ordered Qty	Approved Qty	Denied Qty	BackOrder Qty	Shipped Qty	Processing Status
<										
>										
Print 1348	NCR IIF	M9844551582000	8465011150026	CANTEEN, WATER	10	0	0	0	10	Shipped
<										
>										

10 items per page 1 - 1 of 1 items

1. Note the **Processing Status** is **Shipped**.

- ❖ This completes the process for the losing warehouse. However, the gaining warehouse must receipt for the item(s) before the **In transit** type location of the losing warehouse is decremented..



Questions?